

**SITE PLAN CHECKLIST**

Requirements extracted from Section V (Submission Requirements) of the Town of Bennington, New Hampshire’s Site Plan Review Regulations.

A site plan submitted for site plan review shall be submitted in triplicate and shall be in full compliance with the requirements listed herein. All plans shall include:

A. Existing data and information:

Required	N/A	Received	Pending	
_____	_____	_____	_____	1. Location of site, names and addresses of owners of record and abutting land owners.
_____	_____	_____	_____	2. Name and address of the applicant, of persons or firm preparing the map; the scale of the map (to be no greater than 1 inch = 100 feet); north arrow and date; name and address of person or firm preparing other data and information if different from the preparer of the map. Such map shall be stamped by a licensed land surveyor and/or licensed professional engineer. The maximum size of each drawing to be submitted is 22 x 34 inches.
_____	_____	_____	_____	3. The surveyed boundary lines of the area included in the site, including angles or bearings of the lines, dimensions, street frontage and the lot area. Similar data for internal lots, if any, in the site are required. All easements shall be shown.
_____	_____	_____	_____	4. The existing grades, drainage systems, structures and topographic contours at intervals not exceeding five (5) feet with spot elevations where grade is less than five (5) percent.
_____	_____	_____	_____	5. The shape, size, height and location of existing structures located on the site and within 200 feet of the site.
_____	_____	_____	_____	6. Natural features including watercourses and waterbodies, various types of vegetation and topographical features. Man-made features such as, but not limited to, existing roads and structures. Such map shall indicate which of such features are to be retained and which are to be removed or altered.
_____	_____	_____	_____	7. Use of abutting properties shall be identified with approximate location of the structures thereon including access roads.
_____	_____	_____	_____	8. The size and location of all existing public facilities and all existing landscaping. This shall include the location and size of existing utilities that are located off-site, with which connection is planned or located within 100 feet of the site.
_____	_____	_____	_____	9. A vicinity sketch (suggested scale 1 inch = 500 feet) showing the location of the site in relation to the surrounding public street system. The zoning districts and boundaries for the site and within 1,000 feet of the site shall be shown. One hundred year flood elevation line shall be included where applicable together with wetlands.
_____	_____	_____	_____	10. Soils data (types and boundaries) as certified by the Hillsborough County Conservation District.

B. Proposed Development:

Required    N/A    Received    Pending

_____	_____	_____	_____	1. The proposed grades, drainage systems, structures and topographic contours at intervals exceeding five (5) feet with spot elevations where grade is less than five (5) percent.
_____	_____	_____	_____	2. The shape, size, height and location of the proposed structures including expansion of existing structures, with typical elevations and floor plans.
_____	_____	_____	_____	3. Proposed streets, driveways, parking spaces, sidewalks, with indication of direction of travel for one-way streets and drives and inside radii of all curves. The width of streets, driveways and sidewalks and the total number of parking spaces shall be shown. In addition, loading spaces and facilities associated with the structures on the site shall be shown.
_____	_____	_____	_____	4. The design and location of all proposed utilities including but not limited to water supply, waste disposal facilities, septic tanks and leach field systems, or methods of waste water disposal and provision for future expansion of sewage and water facilities.
_____	_____	_____	_____	5. The location, type and size of all proposed landscaping and screening, including fencing and walls.
_____	_____	_____	_____	6. Exterior lighting plan; proposed signs or instructional devices to be located on the site, including sign orientation, size, height and elevation view.
_____	_____	_____	_____	7. Plans for snow removal and storage.
_____	_____	_____	_____	8. A circulation plan of the interior of the lot showing provisions for both auto and pedestrian circulation. An access plan showing means of access to the site and proposed changes to existing public streets including any traffic control devices necessary in conjunction with the proposed site development plan.
_____	_____	_____	_____	9. Construction drawings including but not limited to walks, steps, curbing and drainage structures.
_____	_____	_____	_____	10. Provisions for control of erosion and sedimentation both permanent and temporary (during construction).
_____	_____	_____	_____	11. Location of any common lands and/or dedication of land for public or common ownership.
_____	_____	_____	_____	12. The phasing of project construction, if staged.
_____	_____	_____	_____	13. Provisions for fire safety, prevention and control.



Applicant/Project: \_\_\_\_\_

Required    N/A    Received    Pending

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

iix. estimated impact on the recreation resources and the provisions of methods to meet proposed needs;

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

ix. any other study deemed appropriate by the Planning Board.

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

\*18. The applicant may be required to submit a soil erosion and sediment control plan in keeping with the provisions of the "Model Subdivision and Site Plan Regulation Requiring Adequate Control of Soil Erosion and Sedimentation in the Development of Land", prepared by the Nashua Regional Planning Commission with the assistance of the Hillsborough County Conservation District, Draft 3 – April 23, 1986.

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_

\*19. The applicant may be required to submit maps and information and otherwise comply with the provisions of the "Model Subdivision and Site Plan Regulating Utilizing High Intensity Soil Surveys for Plat Layout Including Septic Tank Siting and Wetland Identification", prepared by the Nashua Regional Planning Commission with the assistant of the Hillsborough County Conservation District and the Southwestern and Southern Regional Planning Commissions, Draft 3 – April 23, 1986.

\*(Should the Planning Board determine some or all of the information described in section V.B (17-19), above, to be required, the applicant shall be notified in writing within ten (10) days after the public hearing described in Section IV. (3), above, of the necessity to submit that information deemed a requirement by the Planning Board.)

C.        Board Discretion:

The Planning Board may at its discretion withhold approval of any Site Plan that will require the extension or improvement of Town facilities at Town expense until such time as a duly authorized Town Meeting votes to pay such expense.